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INFORMATION BULLETIN

Date: November 3, 1997
Expiration Date: 6/30/98

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TO: SERVICE DELIVERY AREA ADMINISTRATORS
SDA MANAGEMENT INFORMATION SYSTEMS MANAGERS
JTPD STAFF

SUBJECT: WESTERN REGIONS JTPA MIS CONFERENCE

Attached is information on the Western Regions Job Training Partnership Act (JTPA) Management Information System (MIS) Conference to be held in Seattle, Washington on December 2-4, 1997. The conference is intended for Service Delivery Area (SDA) and state JTPA staff representing the five Western Employment and Training Administration Regions. Department of Labor (DOL) has blocked 300 rooms at the Westin Hotel in Seattle. Although the hotel reservation deadline is stated as November 2, the DOL's Seattle Regional Office and the Westin Hotel have confirmed that the date will be extended for a reasonable period of time or until rooms are booked. However, room reservations should be made as soon as possible. Please call the hotel directly at (206) 728-1000. There are also several hotels very near the Westin which offer government rates.

Please note that conference registration fees are \$135 if postmarked by November 7, 1997, and increase to \$175 if postmarked after that date. We apologize for the lateness of this announcement and for any inconvenience it may cause you.

We look forward to seeing you in Seattle. If you have any questions on the meeting, contact Diana Samuels at (916) 657-4343.

BILL BURKE
Acting Assistant Deputy Director

Attachment



Western Regions JTPAMIS Conference Seattle, Washington - December 2-4, 1997



Planned Agenda Topics Include

- New Legislation Overview - Impacts on Reporting and MIS
- Automation of Customer Satisfaction
- Case Management in a One-Stop System
- Automated Follow-Up Techniques
- MIS Redesign Project Demo
- SPIR Reporting Revisions
- Participant Reporting Problems/Errors
- America's Labor Market Information System (ALMIS) Workforce Development Tools
- Financial Reporting Problems
- Common Intake System Demo
- Waivers and Impacts on MIS
- Welfare Reform and Impacts on MIS
- Consumer Reports
- Uses of SPIR/MIS Data at Federal, State, and Local Level
- Welfare-to-Work Reporting

Schedule

Monday, December 1

3:00 - 6:00 Early Registration

Tuesday, December 2

9:00 - 1:30 Registration

1:30 - 4:30 General & Breakout Sessions

5:30 Reception

Wednesday, December 3

8:00 - 9:00 Coffee

9:00 - 4:30 General & Breakout Sessions

Thursday, December 4

8:00 - 9:00 Continental Breakfast

9:00 - 4:30 General & Breakout Sessions

For additional information: Call Shelia Jones at (206)553-2606, ext. 8016
or send e-mail to sjones@doleta.gov

Conference Facility

The Westin

1900 Fifth Avenue

Seattle, Washington 98101

Transportation: Take Grayline from SeaTac Airport

Lodging: 1-800-WESTIN-1

Conference Rates: \$95 plus tax (single), \$105 plus tax (double)
Specify "DOL JTPA MIS Conference"

Reservations must be made by November 2, for conference rate. You will be asked to show your employee ID or agency travel authorization form or letter to receive these rates at check-in.

Registration Form

(PLEASE TYPE OR PRINT CLEARLY)

Western Regions JTPAMIS Conference

Name _____ Organization _____

Address _____

City _____ State _____ Zip _____

Phone (____) _____ FAX (____) _____

Internet E-mail Address _____

Registration Fees: \$135 for registrations postmarked by November 7
\$175 late registrations postmarked after November 7

(A confirmation card will be sent to you soon after your registration is received.

Late registrations will be returned if conference space capacity is reached.)

Make checks payable to: The Seattle-King County PIC

Mail registration with check: Attn: JTPA MIS Conference
The Seattle-King County PIC
Market Place One, Suite 250
2003 Western Avenue
Seattle, WA 98121-2113

(checks must accompany registration, no purchase orders will be accepted)